

CORNELL UNIVERSITY OFFICIAL PUBLICATION

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# General Information Number for 1944-45



*This edition of the General Information Number  
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## The University Calendar for 1944-45

1944

### SUMMER TERM

July	3, <i>Monday</i> ,	Registration, Navy students.
July	4, <i>Tuesday</i> ,	Registration, civilian students.
July	5, <i>Wednesday</i> ,	Instruction begins at 8 A.M.
July	27, <i>Thursday</i> ,	Last day for the payment of tuition for the Summer Term.
Oct.	24, <i>Tuesday</i> ,	Instruction ends at 4 P.M.

### FALL TERM

Nov.	1, <i>Wednesday</i> ,	Registration, civilian students.
Nov.	2, <i>Thursday</i> ,	Registration, Navy students.
Nov.	3, <i>Friday</i> ,	Instruction begins at 8 A.M.
Nov.	23, <i>Thursday</i> ,	Last day for the payment of tuition for the Fall Term.
Dec.	25, <i>Monday</i> ,	Christmas, a holiday.

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Feb.	22, <i>Thursday</i> ,	Instruction ends at 4 P.M.
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### SPRING TERM

March	2, <i>Friday</i> ,	Registration, Navy students.
March	3, <i>Saturday</i> ,	Registration, civilian students.
March	5, <i>Monday</i> ,	Instruction begins at 8 A.M.
March	29, <i>Thursday</i> ,	Last day for the payment of tuition for the Spring Term.
June	23, <i>Saturday</i> ,	Instruction ends at 12:50 P.M.

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## CORNELL UNIVERSITY OFFICIAL PUBLICATION

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# Cornell University

## ITS COLLEGES AND SCHOOLS

CORNELL UNIVERSITY was incorporated by the Legislature of the State of New York on April 27, 1865, and was opened on October 7, 1868. Its existence is due to the combined wisdom and bounty of the United States, the State of New York, and Ezra Cornell. It is one of the institutions which share in the benefits of the Federal government's educational land grant of 1862. Most of its endowment, however, has come from private benefactors, of whom Ezra Cornell was the first and the chief. Three of its colleges, designated by name below, are supported by annual appropriation of the State of New York but are under the University's administration.

Every student of Cornell University during the regular session is enrolled in one or another of several colleges and schools, as follows:

*The College of Arts and Sciences*, whose regular course of study leads to the degree of Bachelor of Arts.

*The College of Architecture*, in which a student may earn the bachelor's degree in Architecture, Landscape Architecture, or Fine Arts.

*The College of Engineering*, composed of four Schools, those of Civil, Mechanical, Electrical, and Chemical Engineering, whose regular courses of study lead to bachelor's degrees corresponding in name with the names of the respective schools and also to the degree of Bachelor of Science in Administrative Engineering.

*The New York State College of Agriculture*, whose graduates receive the degree of Bachelor of Science.

*The New York State College of Home Economics*, whose regular course of study leads to the degree of Bachelor of Science. A *Course in Hotel Administration*, leading also to the degree of Bachelor of Science, is joined to this college for convenience of administration but is otherwise distinct from it.

*The New York State Veterinary College*, in which a student may earn the degree of Doctor of Veterinary Medicine.

*The Law School*, whose graduates receive the degree of Bachelor of Laws.

*The Medical College*, which conducts its work at 1300 York Avenue, New York City, in association with the New York Hospital, and on whose graduates the University confers the degree of Doctor of Medicine.

*The Cornell University-New York Hospital School of Nursing*, which is located at 525 East 68 Street, New York City, and whose graduates receive the degree of Bachelor of Science in Nursing.

*The Graduate School*, which offers to adequately trained students facilities for advanced study and research and in which the student's work may lead to the degree of Doctor of Philosophy, the degree of Doctor of the Science of Law, or the master's degree in Arts, Science, Agriculture, Architecture, Landscape Architecture, Fine Arts, Laws, Education, or Engineering.

A student who has satisfied the requirements for any baccalaureate degree is not recommended for any other baccalaureate degree until he has completed at least one year of further residence and of work acceptable to the faculty on whose recommendation the second baccalaureate degree is to be conferred.

Cornell University is situated at Ithaca, in the central part of the State of New York, about seven hours by rail from the City of New York and about three hours from Buffalo. Ithaca is accessible by way of two trunk lines, the Lackawanna and Lehigh Valley Railroads, and it has connections by rail or bus with several stations on the New York Central railway system.



TABLE I  
Entrance Subjects and Units

The subjects that may be offered for entrance are named in the following list and the figure in parenthesis after each subject indicates its value expressed in units and shows the minimum and maximum credit allowed for it. A unit represents a year's study of any subject in a secondary school, or about one-fourth of a full year's work, since a four-year secondary school curriculum should be regarded as representing not more than sixteen units. Ordinarily a year's work in any subject cannot be done satisfactorily in less than 120 sixty-minute hours or their equivalent. Two hours of laboratory work are considered equivalent to one hour of prepared recitation. In Drawing and Manual Training 240 sixty-minute hours are required for one unit and 120 for one-half unit.

<i>Subject</i>	<i>Unit</i>	<i>Subject</i>	<i>Unit</i>
1. English, 4 years.....	(3)	10. Physics.....	(1)
2. 1st to 3rd Year Greek.....	(1, 2, 3)	11. Chemistry.....	(1)
3. 1st to 4th Year Latin.....	(1, 2, 3, 4)	12. Physical Geography.....	( $\frac{1}{2}$ -1)
4. 1st to 4th Year German.....	(1, 2, 3, 4)	13. Biology*.....	(1)
5. 1st to 4th Year French.....	(1, 2, 3, 4)	13a. General Science.....	(1)
6. 1st to 4th Year Spanish.....	(1, 2, 3, 4)	14. Botany*.....	( $\frac{1}{2}$ -1)
7. 1st to 3rd Year Italian.....	(1, 2, 3)	14a. Zoology*.....	( $\frac{1}{2}$ -1)
8a. Ancient History.....	( $\frac{1}{2}$ -1)	15. Bookkeeping.....	( $\frac{1}{2}$ -1)
8b. European History.....	( $\frac{1}{2}$ -1)	16. Agriculture, Home	
8c. English History.....	( $\frac{1}{2}$ -1)	Economics.....	( $\frac{1}{2}$ -4)
8d. American History and Civics.....	( $\frac{1}{2}$ -1)	17. Drawing.....	( $\frac{1}{2}$ -1)
9a. Elementary Algebra.....	(1)	18. Manual Training.....	( $\frac{1}{2}$ -1)
9b. Intermediate Algebra.....	(1)	19. Any high school subject or	
9c. Advanced Algebra.....	( $\frac{1}{2}$ )	subjects not already used	
9d. Plane Geometry.....	(1)	and acceptable to the Uni-	
9e. Solid Geometry.....	( $\frac{1}{2}$ )	versity.....	( $\frac{1}{2}$ -2)
9f. Plane Trigonometry.....	( $\frac{1}{2}$ )		

\*Note the following restrictions:

If an applicant has counted Biology (1) he may not also count Botany ( $\frac{1}{2}$ ) or Zoology ( $\frac{1}{2}$ ).

## TABLE II

### Subjects and Units Required by the Several Colleges

*Note.* All candidates for entrance should read what is said about "selective admission" on pages 9, 12, 13.

The letters in parenthesis, A, B, C, D, E, F, refer to supplementary or explanatory notes on pages 7-8.

For the *Graduate School*, the *Law School*, the *Medical College*, the *School of Nursing*, and the *Veterinary College*, see pages 13-14.

The number of years for obtaining a degree, as given below, refers to "college years." Under an accelerated program, 4 college years may be comprised within three calendar years.

#### ARTS AND SCIENCES.—A.B., 4 years.

15 units representing completion of a secondary school course giving satisfactory preparation for the work of the College. The 15 units should, in the main, be made up of *English*, *foreign language* (ancient or modern), *mathematics*, *science*, and *social studies* (including *history*). The Scholastic Aptitude Test of the College Entrance Examination Board is required. (A)

#### AGRICULTURE.—B.S., 4 years, or HOTEL ADMINISTRATION.—B.S., 4 years.

15 units representing completion of a secondary school course which must include *English*, 4 years, 3 units, and *mathematics*, 2 units. (B)

#### HOME ECONOMICS.—B.S., 4 years.

15 units, including *English*, 4 years, 3 units; one *foreign language*, 3 years, 3 units (or 2 years in each of two foreign languages, 4 units) (C); *elementary algebra*, 1 unit; *plane geometry*, 1 unit; *history*, 1 unit; electives, 6 (or 5) units. (A and B)

#### ARCHITECTURE.—B.Arch., B.F.A., B.L.A., 5 years.

15 units, including *English*, 4 years, 3 units; one *foreign language*, 3 years, 3 units (or 2 years in each of two foreign languages, 4 units) (C); or *history*, 3 units; or *science*, 3 units; *elementary and intermediate algebra*, 2 units; *plane geometry*, 1 unit; FOR B.Arch AND B.L.A.: any two half-units from the following: *advanced algebra*,  $\frac{1}{2}$ , *solid geometry*,  $\frac{1}{2}$ , *trigonometry*,  $\frac{1}{2}$  (D); electives, 4, 5, or 6 units. (D)

#### ENGINEERING.—B.C.E., B.M.E., B.E.E., B.S. in A.E., B.S. in Chem.E., 4 years; B.Chem.E., 5 years.

15 units, including *English*, 4 years, 3 units; one *foreign language*, 2 years, 2 units (C), or *history*, 2 units; *elementary and intermediate algebra*, 2 units; *plane geometry*, 1 unit; *trigonometry*,  $\frac{1}{2}$  unit; either *advanced algebra*,  $\frac{1}{2}$  unit, or *solid geometry*,  $\frac{1}{2}$  unit; *chemistry*, 1 unit, or *physics*, 1 unit, (E); electives, 5 units. (F)

## TABLE II

### Supplementary Notes

(A) *The Scholastic Aptitude Test of the College Entrance Examination Board.* All candidates for admission to the College of Arts and Sciences, candidates for admission as freshmen to the College of Home Economics who are not offering the New York State Regents Examinations to cover the subjects and units required, and any candidates for admission as freshmen to the College of Agriculture who may be so instructed by the Committee on Admissions, are required to take the Scholastic Aptitude Test of the College Entrance Examination Board, and request the Board to report the result to the Director of Admissions, Cornell University. No special preparation will be needed for this test. Any such candidates for entrance in 1944 should, therefore, write AT ONCE to the

College Entrance Examination Board,  
Box 592,  
Princeton, New Jersey,

requesting a blank form of application for the Scholastic Aptitude Test to be given at 9 A.M. on April 15, 1944. The Board will furnish a bulletin of information about the tests, and a list of examination centers. Applications for the examination at points west of the Mississippi are due in the office of the Board by March 18, and for examination east of the Mississippi by March 25. The fee for the April Scholastic Aptitude Test (payable to the Board) is four dollars.

The selection of entrants begins in the month of April. Candidates should accordingly take the April Scholastic Aptitude Test. If, however, an applicant for entrance in 1944, cannot arrange for the April test, he may apply to the Board for the corresponding test to be given at 9 A.M. on Saturday, June 3, 1944. Students who take the June test must expect to learn of the Committee's final action later than those who take the April test.

(B) *Tests for entrance to the Summer Term.* All candidates for admission to the regular Summer Term of sixteen weeks, which is to begin on June 30, 1944, should take not only the Scholastic Aptitude Test but also three of the Achievement Tests of the College Entrance Examination Board. The time is so short between the closing of the schools and the opening of the Summer Term of the University that school and Regents records cannot be obtained or valued before the opening date. Therefore all candidates for entrance to the Summer Term, if they wish early action on their applications, are advised to take the April Tests of the Board. For a full calendar of the Board's Tests in 1944, see page 16.

[continued on next page]

## TABLE II

### Supplementary Notes, Concluded

(C) *The State Vocational Diplomas in Agriculture and Homemaking.* The College of Agriculture and the College of Home Economics may admit those applicants who hold the New York State Vocational Diploma in Agriculture or Homemaking. These diplomas are not accepted unless *English*, four years, 3 units, and *mathematics*, 2 units, are included for entrance to Agriculture, and *elementary algebra*, 1 unit, and either *plane geometry*, 1 unit, or *physics*, 1 unit, are included for entrance to Home Economics.

(D) *The Foreign Languages.* French or German is preferred for the foreign language offered for entrance to the College of Engineering or the College of Architecture. Two units in each of two foreign languages may be offered instead of 3 units in one language. When 4 units of foreign language are thus offered (instead of 3) the elective units necessary to make the total of 15 are correspondingly reduced by 1.

When at least 3 units in a single foreign language are offered, any number of elective units in a second foreign language will be accepted. When at least 2 units are offered in a second foreign language, any number of units in a third language will be accepted.

(E) *Mathematics and Electives for Architecture.* For admission to the College of Architecture an applicant must include for the course in Architecture or Landscape Architecture two out of the three half-unit subjects, *solid geometry*, *advanced algebra*, *plane trigonometry*. For the course in Fine Arts (Teacher Training), neither advanced algebra, nor solid geometry, nor plane trigonometry is required. It is strongly recommended that both *physics* and *chemistry* be offered among the electives by all entering students; students not offering physics or chemistry for entrance may be required to study either one (or both) in college.

(F) *Chemistry for B.Chem.E.* Chemistry is required for entrance to the five-year course leading to the degree of Bachelor of Chemical Engineering.

(G) *Electives for Engineering.* For entrance to Engineering it is strongly recommended that at least three of the elective units be offered in *language* or *history*.

# Admission to Cornell University

## UNDERGRADUATE

### COURSES

All of the colleges of Cornell University that confer baccalaureate degrees presuppose, on the part of an applicant for admission, an amount of preparation equivalent to that gained by four years of successful work in a high school of good standing. The entrance requirements of these colleges are set forth in Table II on pages 6-8. Their requirements are alike in some respects, but there are important differences. The faculty of each college determines its requirements and may make changes in them at any time, to take effect after due notice.

## ADMISSIONS

### SELECTIVE

Five of the University's colleges limit the number of new students to be admitted. They are the College of Arts and Sciences, the College of Architecture, the College of Engineering, the College of Home Economics (including the Course in Hotel Administration), and the Veterinary College. Candidates for admission to any of them are requested to give particular attention to what is said on pages 12-13 about the limit set to the number admitted to the entering class, and to note the method used for selecting the entrants from among the eligible candidates.

Applications for admission to any of the University's divisions (except the Graduate School, the Law School, the Medical College, and the Veterinary College) are entertained from three classes of persons, as follows: (1) those who wish to begin as freshmen, in some college of the University, a regular course of study leading to a degree; (2) those who, having attended another institution of collegiate rank, wish to enter some college of the University; (3) those who wish to be enrolled as special students not candidates for a degree.

## ADMISSION AS

### A FRESHMAN

Any student beginning a course of study leading to a degree in any of Cornell University's colleges must be at least sixteen years of age. Every applicant for admission must show that he has a satisfactory knowledge of the subjects required for entrance to the college of his choice, and he must do so in one or more of three ways, as follows:

I. By presenting acceptable ratings in the Tests of the College Entrance Examination Board in the required subjects. For particulars see page 16.

II. By passing the necessary Regents examinations. This option is for students who have prepared in New York State. For particulars see page 16.

III. By presenting an acceptable school certificate. For particulars see page 17.



## FROM ANOTHER

INSTITUTION A student who, having attended a college or a university, wishes to be admitted to a regular undergraduate course in a college of Cornell University, should file by mail with the Director of Admissions, on an official form obtained from that officer, an application for admission to one of the University's colleges, and an official certificate from the college or university which he has already attended, giving evidence of (1) his honorable dismissal, (2) his entrance credit in detail, (3) his terms of attendance and the amount of work that he has taken, and (4) a detailed statement of the courses that he has pursued. He should also send a copy of the institution's catalogue on which he has written his name and has marked the entrance requirements that he has satisfied and each subject that he has taken. An applicant for admission from another institution should consult the *Announcement* of the college that he intends to enter here.

## AS A SPECIAL

STUDENT Any candidate for admission as a special student will do well to consult the *Announcement* of the college that he wishes to enter here, because the requirements of the several colleges are not all alike. Special students are of two classes, as follows:

(1) A person, especially one of comparative maturity, may, in certain circumstances, even without satisfying the entrance requirements, be admitted to some one of the colleges of Cornell University as a special student not a candidate for a degree. The applicant must give evidence of ability to do creditable work in the college and his application for admission must be recommended by the department in which he proposes to do the main part of his work. He must file his application with the Director of Admissions.

If a person admitted as a special student without satisfying the entrance requirements subsequently satisfies those requirements, he may be graduated under the ordinary regulations that obtain in the college that he is studying in. He will not be permitted, however, to make up deficiencies in entrance subjects by attending University instruction in those subjects.

Special students in the College of Arts and Sciences must be at least twenty-three years of age; in the Law School or the College of Architecture, twenty-one years of age. Special students in the College of Agriculture must have had two full years of recent farm experience and, unless they can satisfy all the entrance requirements for the regular course, must be at least twenty-one years of age. The College of Home Economics can accommodate only a limited number of special students and before formally applying candidates should consult the college as to the possibility of acceptance.

(2) A person who already holds a baccalaureate degree and wishes to pursue further work at the undergraduate level may also apply for admission as a special student, regardless of the age requirements stated above. Such a student must have had adequate preparation for the program contemplated and must secure the approval of the college which he purposes to enter. He must file his application with the Director of Admissions.



## RULES GOVERNING ADMISSION

Applicants for admission must not only satisfy the entrance requirements but must also comply with certain rules of the University, as follows:

### A CERTIFICATE OF

CHARACTER 1. Every candidate for admission to an undergraduate course of study must file with his application at the Office of Admissions either a certificate of good moral character, or if he has attended some other college or university without graduating from it, a certificate of honorable dismissal from it.

### A DEPOSIT

OF \$25 2. Every candidate for admission to an undergraduate course of study must deposit twenty-five dollars with the University. Candidates are warned not to send cash through the mails. A check, draft, or order should be payable to *Cornell University* and should be sent to the Office of Admissions, Cornell University, Ithaca, N. Y.

A candidate must make the deposit not later than a certain fixed date. If the candidate is applying for admission in October the due date of the deposit is as follows:

June 1 for the College of Arts and Sciences.  
 " " " College of Architecture.  
 " " " College of Home Economics.\*  
 " " " Course in Hotel Administration.  
 " " " Veterinary College.\*

August 1 for the College of Engineering.

October 1 for the College of Agriculture.

If the candidate is to be admitted to any of the colleges in March the deposit must be made not later than January 1. If he is to be admitted to any of the colleges in June the deposit must be made not later than June 1.\*\*

\*The College of Veterinary Medicine in 1944 will admit in June only (not in March or October). The College of Home Economics in 1944 will admit in March and October only (not in June).

\*\*If the candidate matriculates, the deposit will be credited to his account, \$10 for the matriculation fee, \$1 for an Examination Book Fee, and \$14 as a guaranty fund, which every undergraduate student is required to maintain and which is to be refunded upon his graduation or permanent withdrawal, less any indebtedness to the University.

A candidate may withdraw the application for admission, but a charge of \$10 is regularly made for accrued expenses unless the application is withdrawn and a refund of the deposit in full is claimed before the due date, as stated above for each college. If an application for entrance in the Fall Term is not withdrawn until after the due date of the college concerned, but is withdrawn before October 1, the \$10 charged for accrued expenses is deducted and \$15 of the deposit is refunded. No refund is made to an applicant for entrance in the Fall Term who withdraws the application after October 1.

In the case of applications for admission in the Spring Term, a withdrawal after January 1 incurs the regular charge of \$10, and no refund is made for withdrawal after January 31.

In the case of applications for admission in the Summer Term, a withdrawal after June 1 incurs the regular charge of \$10, and no refund is made for withdrawal after June 30.

The winner of a New York State Tuition Scholarship in Cornell University may apply for admission to the University and make the required deposit of \$25 immedi-

ately after receiving formal notice of his appointment from the Commissioner of Education at Albany.

If admission is denied a candidate because he fails to satisfy the entrance requirements, or is not selected where the numbers are limited, the deposit will be refunded in full at any time.

#### A CERTIFICATE OF

##### VACCINATION

3. Every candidate for matriculation must submit to the Director of Admissions a satisfactory certificate of vaccination against smallpox, not later than June 1 if he is to be admitted in the Summer Term, not later than August 1 if he is to be admitted in the Fall Term, or not later than January 1 if he is to be admitted in the Spring Term. It will be accepted as satisfactory only if it certifies that within the last five years a successful vaccination has been performed or three unsuccessful attempts at vaccination have been made. (For the University's regulations requiring the submission of (1) a chest radiograph and (2) a certificate of tetanus toxoid injections, see page 24.)

#### SELECTIVE

ADMISSION In some of the University's divisions the number of new students to be admitted each year is limited and those who are to be admitted are selected from among the qualified applicants for admission. Divisions that limit their enrollment are

- the College of Arts and Sciences,
- the College of Architecture,
- the College of Engineering,
- the College of Home Economics,
- the Veterinary College, and
- the Course in Hotel Administration.

In all of the undergraduate divisions of the University the attempt is made to select for admission those applicants who will profit most from the work of the divisions to which they have made application. Usually there are more applicants satisfying the minimum requirement for entrance to any of these divisions than can be admitted. A Committee on Admissions in each division selects its entrants from among the eligible candidates taking into account not only formal preparation but also the available evidence bearing upon each candidate's character, seriousness of purpose, and fitness for the work that he proposes to undertake.

Although priority of application is not accounted a determining factor of selection, yet a candidate who completes the whole process of application in good season is advantaged, because the admissions committee needs time for sifting the evidence and because the list of entrants is filled as speedily as possible. March 1 is the last date for filing application for admission in the Fall Term to the College of Home Economics; June 1 is the last date for the College of Arts and Sciences or the College of Architecture, or the Course in Hotel Administration; August 1 is the last date for the College of Engineering; and October 1 the last date for the College of Agriculture. In 1944 the Veterinary College will admit only at the beginning of the Summer Term. Applications for the Veterinary College this year are due therefore May 1.

An application for admission at the beginning of the Summer Term to any of the other divisions of the University above listed is due on or before June 1. An application for admission in the Spring Term is due on or before January 1.

Before any application can be finally approved the Office of Admissions must have received

- (1) a check, draft, or order payable to Cornell University for twenty-five dollars (see the deposit requirement, above);
- (2, a) the application form filled out and returned by the candidate, (b) the principal's report, and (c) the required reference forms;
- (3) credentials satisfying in full the scholastic requirements for entrance (see "the three ways of entrance," below);
- (4) in case the applicant has been in attendance at another college or university, a complete transcript of his record, a certificate of honorable dismissal, and a properly marked catalogue of the institution attended.

## THE GRADUATE

**SCHOOL** For admission to the Graduate School as a candidate for an advanced degree an applicant must (1) have received a baccalaureate degree or an equivalent from a college or university of recognized standing and must (2) by scholastic record or otherwise show promise of ability to engage profitably in advanced study and research. Any study pursued since graduation, or any experience gained by professional work, is taken into account in deciding whether a candidate's preparation as a whole is such as to justify his admission. Seniors in the colleges of Cornell University who have completed the work required for the bachelor's degree may be admitted to the Graduate School under certain conditions.

Every candidate for matriculation in the Graduate School must submit to the school a satisfactory certificate of vaccination against smallpox. It will be accepted as satisfactory only if it certifies that within the last five years a successful vaccination has been performed or three unsuccessful attempts at vaccination have been made.

The rules given on page 24 concerning chest radiographs and tetanus toxoid injections apply to graduate students also.

Prospective applicants should consult the *Announcement of the Graduate School*. Correspondence should be addressed to the Office of the Graduate School, Cornell University.

## THE LAW

**SCHOOL** Candidates for admission are required to present evidence of having progressed three-quarters of the way toward a bachelor's degree from an approved college or university. The school gives a three-year course leading to the degree of Bachelor of Laws. By continuous attendance, including two summer terms, the entire course may be accomplished in two calendar years. Students of the College of Arts and Sciences of Cornell University are allowed in their Senior year to elect the first year of the course in Law and so obtain the degrees of Bachelor of Arts and Bachelor of Laws in six years. Prospective applicants should consult the *Announcement of the Cornell Law School*.

## THE MEDICAL

**COLLEGE** The Cornell University Medical College is in New York City. Prospective candidates for admission should consult the *Announcement of the Medical College*, to be obtained by application to The Secretary, Cornell University Medical College, 1300 York Avenue, New York 21, New York.

Applications may be submitted by students who have included in their training the special pre-medical subjects required of all candidates and who possess in addition an educational background enabling them to qualify under one of the following categories:

- I. Seniors (or graduates) of approved colleges or scientific schools;
- II. Juniors of approved colleges whose faculty permit the substitution of the first year of medicine for the fourth year of the college course and agree to confer the baccalaureate degree following successful completion of one year of medicine;
- III. Sophomores whose work has been in an approved college and who present outstanding scholastic and personal qualifications to undertake the study of medicine.

The basic pre-medical requirements which all students must fulfill to obtain a qualifying certificate from the New York State Education Department are as follows:

"Approved courses in English, physics, and biology, covering at least one academic year each; and approved courses in chemistry covering at least one and one-half academic years, including an approved course in organic chemistry. Approved courses covering one academic year shall in each case be substantially equivalent to six semester credit hours."

## THE SCHOOL

**OF NURSING** The Cornell University-New York Hospital School of Nursing is in New York City. Prospective candidates for admission should consult the *Announcement of the School of Nursing* and make application for entrance to the Dean, Cornell University-New York Hospital School of Nursing, 525 East Sixty-eighth Street, New York 21, New York.

## THE VETERINARY

**COLLEGE** An applicant for admission to the Veterinary College must be eligible to obtain from the New York State Education Department a Veterinary Student Qualifying Certificate. Correspondence regarding the requirements for this certificate should be addressed to the Supervisor of Professional Schools Qualifying Certificates, State Education Department, Albany, New York. Before entrance to the Veterinary College a student must complete at least one year of college study, including *English*, 6 hours, *chemistry*, 6 hours, and *biology (or zoology)*, 6 hours.

In 1944 the Veterinary College will admit new students in the Summer Term only. The next time after that for the admission of new students will be in the Spring Term 1945. Prospective students should consult the *Announcement of the Veterinary College*.



## THE SUMMER

### SESSION

The usual Summer Session, six weeks in length, will begin on July 3, 1944 and end on August 11. In this session the usual series of courses for teachers, school administrators, and graduate and undergraduate students will be offered. This six-week Summer Session should not be confused with the regular Summer Term of sixteen weeks. Concerning entrance to the sixteen-week Summer Term see page 7. A tuition fee of \$60 is charged for the six-week Session.

The *Announcement of the Summer Session* is published each year in March, and the Secretary of the University sends it free upon request. Correspondence with regard to courses and other details should be addressed to the Director of the Summer Session.

An undergraduate student who is on probation or whose name has been removed from the rolls of any college at Cornell University is admitted to the Summer Session only upon recommendation of the college concerned. An undergraduate student who is registered in an institution other than Cornell and who wishes to enter the Summer Session must secure from his dean or other competent authority a certificate of good standing. Students on probation and students whose names have been removed from the rolls of the institution are regarded as not in good standing and accordingly are not admitted.

## EXTRAMURAL

### COURSES

Extramural courses are established in various centers of the State as needs and interests may require. These courses are open to all persons qualified to do the work of any of the courses offered. The work is carried on by regular members of the staff and the standards maintained are the same as for work on the campus. The tuition charge is \$10 per credit hour. The courses are designed for those who wish to carry on some university work while engaged in a vocation which makes it impossible for them to enroll as students in residence. Anyone interested in courses already established or in the organization of a course in his community should address the Director of Extramural Courses.

# The Three Ways of Entrance

## I. THE COLLEGE BOARD TESTS

The College Entrance Examination Board offers a program of tests four times a year at various centers throughout the United States. A candidate for admission to Cornell University may offer the results of these tests as a part of the evidence of his preparation. (On the requirement of the Scholastic Aptitude Test, see Note A on page 7; on the requirement of the Scholastic Aptitude Test and three of the Achievement Tests of candidates for entrance as freshmen at the beginning of the Summer Term, see page 7).

In the year 1944 the tests will be held on the following dates:

Saturday, April 15.  
Saturday, June 3.

Wednesday, September 6.  
Saturday, December 2.

On each of the dates listed above, the following tests will be given:

9:00 A.M. Scholastic Aptitude Test (including a mathematical section)  
12:00 M. Close of morning period

2:00 P.M. Achievement Tests—Not more than three of the following one-hour tests:

English Composition	German Reading	Chemistry
Social Studies	Latin Reading	Physics
French Reading	Spanish Reading	Spatial Relations
	Biology	

2:00 P.M. Comprehensive Mathematics (three hours)

5:30 P.M. Close of afternoon period

For a *Bulletin of Information* describing the tests, listing the centers at which they may be taken, and specifying the fees payable to the Board, a candidate should address

The College Entrance Examination Board,  
Post Office Box 592,  
Princeton, New Jersey

Candidates should not delay in obtaining that *Bulletin*, for unless an application for the tests reaches the Board before a certain fixed date (stated in the *Bulletin*) it is subject to a penalty fee of three dollars in addition to the regular fee. The Board, on request, will furnish the proper form for application for the tests. When requesting the form, the candidate should state whether he wishes the form of application for the April, June, September, or December tests.

## II. THE REGENTS EXAMINATIONS

The Regents examinations regularly given in January, June, and August by the New York State Education Department are accepted under certain conditions to cover the entrance subjects and units listed in Table I on page 5. In any of those subjects in which no Regents examination is given, a candidate for admission may offer a school certificate, provided he has achieved the standard required by his school for certification. A candidate who wishes to offer the Regents examinations towards entrance should, within twenty-four hours after taking his last Regents examination, request the State Education Department at Albany, New York, to send his complete Regents record to the Director of Admissions, Cornell University.



A student who has obtained an unsatisfactory rating on an Achievement test of the College Entrance Examination Board may not offer for entrance credit in the subject a Regents mark earned previously or in the same month.

A student expecting to enter in the Summer Term should take the Scholastic Aptitude and three Achievement tests of the College Entrance Examination Board (see pages 7 and 16), because the time between the June Regents and the opening of the Summer Term is too short for obtaining and valuating the Regents record. Any such student, nevertheless, should take his final Regents examinations and request the State Education Department to report his complete Regents record to the Director of Admissions.

### III. THE SCHOOL

**CERTIFICATE** Certificates of work done in public or private schools may be accepted in lieu of passing entrance examinations, if the University authorities are satisfied with the standing of the school and if the applicant has completed a full regular course in the school and has been duly graduated after at least one year in the school.

The University does not engage in advance to accept the certificate of any school and the previous acceptance of certificates does not establish a permanent right to expect further acceptance, but merely raises the presumption that similar certificates will be accepted.

Three separate steps must be taken before a student of any school will, on its certificate, be admitted to a college of Cornell University: (a) The principal of the school must by formal application secure the certificate privilege for his school; (b) the principal of the school must submit a school certificate duly filled out for the individual candidate for admission; (c) the candidate himself must make application for admission to the particular college of Cornell University in which he intends to study. Official blanks for each of these purposes may be obtained from the University's Director of Admissions and when filled out should be returned to him.

The school certificate should be forwarded by the principal within ten days after the graduation of the candidate. The application for the certificate privilege should, unless previously granted, accompany the school certificate.

The school certificate should include all the subjects that the candidate has satisfactorily completed in the school, whether or not they are required by the particular college in which the candidate proposes to study. Neglect to comply with this regulation may entail serious inconvenience and disappointment to the student. The school certificate may include subjects in which an examination has been passed for admission to the school. No additional or supplementary certificate will be considered after the first college term.

Notebooks in general need not be submitted and should not be sent unless they are in individual cases specifically requested by the Director of Admissions.

Subjects in which work has been done privately outside of the regular school curriculum, even if under the direction of teachers in the school, should not be included in the certificate. Work done at any other time than in a regular school term and in a regularly organized class should not be included in the certificate. Certificates of postgraduate work must show that the student has been graduated from a school and that a normal schedule has been carried for at least a half-year.

A student who has failed to obtain a satisfactory rating in a College Board Achievement Test or in a New York State Regents Examination may not offer a school certificate to cover the subject unless, since his failure to obtain a satisfactory rating, he has repeated the subject in school and met in full both quantitative and qualitative requirements.

A student expecting to enter in the Summer Term should take the Scholastic Aptitude and three Achievement tests of the College Entrance Examination Board (see pages 7 and 16), because the time between graduation from school and the opening of the Summer Term is too short for obtaining and valuating the school certificate. Any such student, nevertheless, should finish the school year, complete all requirements for graduation, and request his principal or headmaster to report his complete school record to the Director of Admissions.

#### COLLEGE CREDIT

**EXAMINATIONS** Credit toward a degree for work done in a preparatory school, upon subjects (Nos. 1-18 inclusive, page 5) which may be offered for entrance to the University, will be given only to those students who, in addition to satisfying all entrance requirements, pass separate examinations in the subjects for which they seek college credit. These examinations will cover substantially the same ground as the University courses in the corresponding subjects. An applicant who desires a college credit examination of this kind must apply to the Office of Admissions as early as possible and in no case later than the day preceding the beginning of the entrance examinations, specifying which fifteen units he intends to offer in satisfaction of the entrance requirements, and upon what other entrance subjects he wishes to be examined for college credit.

In case he fails to satisfy the entrance requirements in any one or more of the subjects which he has offered for entrance, but passes the college credit examination in any other subject or subjects, he may use the latter for satisfying the entrance requirements, but in that case he cannot also receive college credit therefor.

A candidate using No. 19 of the list of University entrance subjects (see Table I, page 5) to make his fifteen units, may not apply for a college credit examination as described above.

# The Student at Cornell University

## MATRICULATION

As soon as the requirements for admission to the University are satisfied the Registrar informs the candidate of his permission to register, sending him a blank form to be filled out and presented at the designated place on the regular day of matriculation. This *registration permit* is ordinarily sent directly to the home address of the prospective student.

If the candidate is entitled to this registration permit but for any reason has not received it by registration day, he should go in person to the Office of Admissions and procure it.

The registration permit bears on its face all the necessary directions for the candidate's registration in the University.

With the student's matriculation he enters upon a period of personal responsibility greater in most instances than he has ever before been required to bear. He should recognize that the success of his university career depends in large measure upon his own purpose, his own industry, and his own determination to make good use of his opportunities. The University offers its instruction and the use of its equipment; its teachers and other officers are ready to help with their encouragement or advice; but, after all, the responsibility for success or failure must rest with the student himself.

In planning his work the new student should consult the *Announcement* of the college that he is entering. Some of the colleges publish handbooks of information for their students and a copy of any such handbook can be obtained at the college office. In any of the colleges as a rule the student entering the Freshman class has an appointed adviser, a member of the teaching staff. In the College of Arts and Sciences, where the new student has a comparatively wide range in his choice of courses of instruction, the adviser supervises the student's choice of elective studies and tries to help him plan his course of study wisely.

No college of the University undertakes to send parents or guardians regular reports of the progress and standing of its students. The University prefers to regard its students as persons who are here partly for the purpose of maturing their minds and learning ways of self-reliance.

## COUNSELING

**SERVICES** Traditionally the policy of the University has been to expect students to take the largest possible measure of responsibility in their college work and in their other activities. At the same time it maintains services through which students may obtain information or guidance to the extent that they themselves desire it.

For the University as a whole, these services are directed by two Counselors of Students; the one primarily concerned with men students and their problems, the other primarily concerned with women students and their problems. The Counselors are available at all times for discussion of

matters relating to campus life and student activities, for consideration of the student's financial needs, and for other personal consultation. The Counselor for men has an office at 201 Tower Road, and the Counselor for women at 1 Sage Avenue.

A special adviser for foreign students has an office at the Cornell Cosmopolitan Club, 301 Bryant Avenue, which has living and dining accommodations for a group of foreign and American students. It is suggested that foreign students write to him before they come to Ithaca, or call on him when they arrive here. He will be glad to meet them at the train, help them find suitable living quarters, either at the Club or elsewhere, and assist them with introductions.

In addition to the counseling services described above, a general office is maintained in each college to counsel students particularly on problems related to scholastic work.

## ONE RULE OF

**CONDUCT** Cornell University's one rule governing the conduct of students is as follows: "A student is expected to show both within and without the University unfailing respect for order, morality, personal honor, and the rights of others." The authority to administer this rule and to impose penalties for its violation is vested in the University Committee on Student Conduct. The rule is construed as applicable at all times, in all places, to all students of the University. A student may at any time be removed from the University if, in the opinion of the Committee on Student Conduct, his presence is not conducive to the University's best interests.

## AUTOMOBILES

For the duration of the war no student, except with special permission, while registered in Cornell University may maintain, or for his own benefit operate or have in charge, a motor driven vehicle in Tompkins County, New York, during the time the University is in session.

Certain few exceptions to this rule may be made, including the following:

(a) A student who is a resident of Tompkins County and who lives at least one and one-half miles from the main office of his college. No exception will be made under this heading where other adequate transportation service is available.

(b) A student whose course of study in or employment by the University in any capacity requires the use of the vehicle, if certified by his department head or employer.

(c) A student who is working for any part of his college expenses, if his place of regular employment is at least one and one-half miles from the main office of his college.

(d) A student with any physical disability requiring the use of the vehicle to attend classes, if certified by the Director of the University Infirmary and Clinic.

(e) A married student living with his family.

A student granted an exemption from this rule is required to register the vehicle, maintain public liability insurance, and observe the campus traffic and parking rules. He is required each term to register the vehicle in person with the Campus Patrol and, unless it is owned by another member of his immediate family who is a resident of Tompkins County, to pay a registration fee of \$1 a term. (However, no student is exempt from paying the registration fee if he gets a parking permit.) He must present (a) written consent of his parent or guardian if he is under 21 years of age, (b) evidence that the vehicle may be legally driven in New York State, and (c) evidence that the operator may legally drive in New York State, and (d) evidence that the vehicle is effectively insured against public liability for personal injury and property damage at the standard minima of 5-10-5 while the student is registered and the vehicle is in his possession. This



registration must be completed within the registration days at the beginning of the first term if the student is then subject to the rule. If he becomes subject to the rule after that time he has one week in which to comply with it. Late registration of a vehicle makes the student liable to a penalty of \$1.

*Motorcycles* must be registered but may not be used on the campus during class hours.

Parking on the campus by students during University hours is generally prohibited. Only in a special case may a student obtain a parking permit. The fee is \$2 a term. The parking of *trailers* on any part of the University's grounds or outlying farms or other properties is prohibited.

The rules are the same during the Summer Session, but the only fee is \$1 for a parking permit.

The student's registration in the University is held to constitute an agreement on his part that he will abide by its rules and regulations with regard to traffic and parking or suffer the penalty prescribed for any violation of them. All privileges under this head may be denied a student who is not in good standing.

## ASSESSMENTS

Every student is held personally responsible for any injury done by him to any of the University's property. Assessments, charged to the student's account and payable at the Treasurer's office, are levied upon the student in certain circumstances, under the following rules:

A matriculated student desiring to register after the close of registration day shall first pay a fee of \$5. Students in the Graduate School are excepted.

A student desiring to file his registration of studies after the date set by his college for filing the same shall first pay a fee of \$2.

A student desiring to take an examination or other test for the removal of a term condition (including the making up of a mark of "absent" or "incomplete") shall first pay a fee of \$2 for each examination or other test.

A student who does not make an appointment for the required medical examination or conference on or before the last registration day of the term shall pay a fee of \$2.

For reasons satisfactory to the proper authority any of the above-mentioned assessments (except that levied for examination or other test to remove a condition) may be waived in any individual case if the student's failure to comply with the regulation was due to ill health or to other reasons beyond his control. Application for such a waiver should be made to the Dean of the College enrolling the student or, in the case of the medical examination, to the Clinical Director.

## SOME COMMON

### PRIVILEGES

The student enrolled in any of the University's colleges or schools becomes a member of the University and entitled to share in certain privileges, beyond those which his college gives him, and in the use of certain common University buildings.

*The University Library* is one of the few largest collections of its kind in the country. A selection of the standard literature of many subjects is kept on the open shelves of the main reading room. In another room the student has free access to a reference library including encyclopedias, dictionaries, atlases, gazetteers, almanacs, bibliographies, and biographical collections. In still another room he will find the current periodicals of all sorts. If he wants to consult a book which is not on the open shelves he may have it brought from the stacks for his use in the main reading room. The privilege of taking books for home use is given to all students with only such restrictions as are necessary to safeguard the rights of all users.

*Sage Chapel* is open every day when the University is in session. A service is held every Sunday. An endowment by the late Dean Sage enables the University to invite eminent clergymen of various denominations to conduct these services. Students are welcomed by the churches of Ithaca.

*Barnes Hall*, a gift of the late Alfred Smith Barnes, is the home of the Cornell United Religious Work. That organization has permanent secretaries and associated with them are clergymen who represent the larger religious groups and who serve regularly as pastors of students. The hall contains a library and reading room, with a collection of books and periodicals in the fields of religion, social problems, and vocations.

*Willard Straight Hall*, a gift of Mrs. Leonard Elmhirst in memory of Willard Straight of the Class of 1900, was designed and built to serve as the students' social and recreational center. It contains rooms for reading, social meetings, and games, dining rooms, guest rooms, offices for student organizations, and a theater. It has a carefully selected "browsing library" for the use of students. Another feature of the hall is a room devoted to music and art, where exhibitions of paintings and other works of art are held and which contains an excellent radio-amplified phonograph and a comprehensive collection of records given by the Carnegie Corporation. All students are members of the Hall, paying a nominal fee for the use of its privileges.

*Public Lectures* under the University's auspices in the course of every year are numerous. Scholars, scientists, and public men from this country and foreign countries speak here by invitation. These lectures are endowed and are free to members of the university community. Annual courses of lectures are maintained by endowments given to the University by Goldwin Smith, Jacob H. Schiff, Hiram J. Messenger '80, and the late George Fisher Baker. Numerous other public lectures are provided by chapters of scholarly and scientific societies.

*Concerts and Recitals.* The Department of Music manages every year a series of concerts given on the campus by symphony orchestras, members of the Metropolitan Opera Company, and other eminent musicians, and also sponsors a chamber music series. There are weekly recitals by members of the department and other professional musicians, including the university organist. There are two organs, the one in Sage Chapel and the other in Bailey Hall. Concerts are given by students' glee clubs, one of men and the other of women, and by a university orchestra. This orchestra has an endowment given in memory of Gerald Watson Hinkley of the Class of 915.



# Student Health and Physical Training

## THE MEDICAL EXAMINATION

Every entering student is given a thorough physical examination by University staff doctors shortly after matriculation. There will be repeated follow-up examinations if the first or any subsequent examination indicates their advisability. Prospective students are urged, however, before entering the University, to have any defect of vision corrected, to see that necessary dental work is done, and to take care of other health needs that may cause difficulty unless they receive attention before class work begins.

A student may at any time be required to withdraw from the University if, in the opinion of the University authorities, the condition of his health is such that it might be unwise for him to remain.

## THE CLINIC

The University Clinic is located on the main part of the campus. Here students may consult a doctor when need arises, and receive treatment in cases that do not require hospitalization. If, in the opinion of the doctors in the Clinic, hospital care is indicated, the student is requested to go to the Cornell Infirmary.

## THE INFIRMARY

**AND STAFF** The Infirmary, which is a hospital approved by the American College of Surgeons, is well equipped for medical and surgical service to Cornell students. The Infirmary staff, under the supervision of the Clinical Director, consists of Resident Physicians, Attending Physicians from the University staff, and Visiting Physicians and Surgeons from the medical group of Ithaca. On the staff there are a number of consultants who are specialists in the various medical fields. The services of these men are available when required.

## THE INFIRMARY FEE

**AND COVERAGE** During the academic year an Infirmary fee of \$10 a term is paid by all students. This fee covers treatment at the University Clinic and medical and emergency surgical care at the Infirmary. Hospitalization at the Infirmary for a maximum of two weeks in a single twelve-month period is included, without extra charge. Emergency surgical care is defined as surgical procedures which, in the opinion of the Clinical Director, are necessary for the immediate welfare and safety of the patient. The fee does not include surgical procedures for the correction of chronic remediable defects.

## THE RIGHT TO EMPLOY

**A PRIVATE PHYSICIAN** A student in the Infirmary may, if he so desires, employ a private physician from the Visiting Staff. A student not in the Infirmary may, in the same manner, receive

medical care from a private physician rather than consult the Clinic. The Infirmary fee does not, however, include the cost of such private arrangements.

#### THE TOXOID

**PROVISION** In order to avoid reactions, often serious when administering tetanus (lockjaw) antitoxin at the time of an injury, the University has adopted a rule requiring entering students to have two injections of tetanus toxoid, which offers the advantage of protection without the risk of antitoxin reaction. The injections may be given by a private physician before entrance to the University, or by the University Medical Staff during the first two months of residence. If the injections are given before entrance, a physician's certificate must be furnished by the student. Following the policy of the Army and Navy, the University Medical Staff expects to give each student a "booster" injection each year in order to preserve immunity.

#### THE CERTIFICATE OF

##### VACCINATION

Every candidate for admission must submit to the Director of Admissions, not less than thirty days before the date of matriculation, a satisfactory certificate of vaccination against smallpox. It will be accepted as satisfactory only if it certifies that within the last five years a successful vaccination has been performed or three unsuccessful attempts at vaccination have been made.

#### THE CHEST

##### RADIOGRAPH

Every entering student is required to have a chest radiograph on permanent file at the Infirmary. This chest radiograph may be made by a private physician and presented to the Clinical Director at the time of matriculation (provided it is not more than a month old), or it may be made at the Infirmary within a month after matriculation. There is a charge of \$2 for making the radiograph at the Infirmary.

#### MILITARY

##### SCIENCE

*Basic Course:* Every male student who is a candidate for a baccalaureate degree and is required to take five, six, seven, eight, or more terms in residence must, in addition to the scholastic requirements for the degree, take one, two, three, or four terms, respectively, of three hours a week, in the Department of Military Science and Tactics. Exceptions to this rule are made in the cases of (a) students in the Law School, (b) students holding a baccalaureate degree of an approved college, (c) students who neither are American citizens nor have taken out their first papers, and (d) students physically unfit. The requirements in Military Science and Tactics must be completed within the four semesters of the Freshman and Sophomore years. They must not be postponed. In case the student fails to take and complete the work in the semesters specified he will not be permitted to register again in the University without the consent of the University Faculty.

Students who have served in the armed forces may receive credit for such service in satisfying the requirement of the Basic Course. Applications for credit should be made through the Dean of the University Faculty.

*Advanced Course:* An elective course that consists of the last two years in the Department of Military Science and Tactics, corresponding to the Junior and Senior years of the academic department. Students who successfully complete the Basic Course may apply for enrollment in the Advanced Course. When a student applies for the Advanced Course, credit may be given toward completion of the Basic Course R.O.T.C. for training received at an educational institution having a commissioned officer of the Regular Army detailed as Professor of Military Science and Tactics.

A student once admitted to the Advanced Course contracts to complete the course of training or continue therein as long as he remains a student at Cornell University. Should he fail to continue the prescribed course, he may be required to refund to the Government any sums previously paid to him as commutation of subsistence. Eligible candidates should consult the *Announcement of the Department of Military Science and Tactics*.

Students who are officially relieved of the requirement in Military Science and Tactics are subject to the requirement of an equivalent period of work in the Department of Physical Education. The period may be extended at the discretion of the Clinical Director. Freshmen and Sophomores may be required in exceptional cases of physical defect to take, instead of Military Science and Tactics, corrective exercises in the Department of Physical Education as prescribed by the Clinical Director. Juniors and Seniors are relieved of all required physical exercises provided their periodical medical examinations show that they have kept themselves in satisfactory physical condition. Otherwise they may be required to take or continue corrective exercises.

## REQUIREMENT

### FOR MEN

Every male undergraduate student, for the duration of the war, is required to register for a special course in Physical Training. The Physical Education requirement for men is under the jurisdiction of the University Faculty, and is immediately supervised by the Department of Physical Education and Athletics. Students who find it necessary to be excused from physical training must present in advance a written petition to the Dean of the University Faculty, accompanied by supporting documents.

## REQUIREMENT

### FOR WOMEN

Every woman student who is a candidate for a baccalaureate degree and is required to take five, six, seven, eight, or more terms in residence must, in addition to the scholastic requirements for the degree, take one, two, three, or four terms, respectively, of three hours a week, in the Department of Physical Education. The period of the requirement may be extended at the discretion of the Clinical Director. The requirements in Physical Education must be completed within the four semesters of the Freshman and Sophomore years. They must not be postponed. In case the student fails to take and complete the work in the semesters specified she will not be permitted to register again in the University without the consent of the University Faculty.

Freshmen and Sophomores may be required in exceptional cases of physical defect to take, instead of the instruction ordinarily given by the Department of Physical Education, corrective exercises in that department as prescribed by the Clinical Director. Juniors and Seniors are relieved of all required physical exercises provided their periodical medical examinations show that they have kept themselves in satisfactory physical condition. Otherwise they may be required to take or continue corrective exercises.



# The Student's Expenses

## TUITION

**FEE** For instruction in the divisions at Ithaca, the University charges tuition as follows: \$200 a term in the Colleges of Arts and Sciences, Architecture, Engineering, Law, and in the course in Hotel Administration; \$100 a term in the Colleges of Veterinary Medicine, Agriculture, and Home Economics; \$100 a term in the Graduate School. In the Medical College the tuition is \$200 a term.

For the Summer Session of six weeks the tuition fee is sixty dollars.

For unit courses of instruction of less than six weeks tuition is charged at the rate of twelve dollars for each week.

In all cases the payment of tuition due at any time becomes a liability at once when the student registers.

## EXEMPTIONS

Undergraduate students in the New York State Veterinary College, the New York State College of Agriculture, or the New York State College of Home Economics (except the Course in Hotel Administration) who at the time of their admission and for at least twelve months prior thereto have been *bona fide* residents of the State of New York are exempt from the payment of tuition fees. No student shall be allowed to transfer from any such course to another course wherein a tuition fee is charged without first paying the difference in tuition fees for the hours of credit that will be allowed in the latter course.

Under certain conditions (see the *Announcement of the Graduate School*) free tuition is granted to members of the instructing staff who are registered in the Graduate School.

## REFUND OF TUITION TO

**DRAFTED STUDENTS** Students who enter the armed forces are charged  $\frac{1}{16}$  of tuition paid for each week of attendance, regardless of academic credit received.

## OTHER

**FEES** For certain services or privileges the University charges fees over and above those charged for tuition. Some of them, as should be noted in the following list, are required to be paid by all students in the divisions at Ithaca.

A *Matriculation and Examination Book Fee* of \$11 is required of every student upon entrance to the University. This fee must be paid at the time of registration. A new student who has made the required deposit of \$25 with the Treasurer does not make an additional payment of the matriculation fee, because the Treasurer draws on the deposit for this fee.

An *Infirmity Fee* of \$10 a term is required, at the beginning of each term, of every student. For a statement of the privileges given in return for this fee, see page 23.

A *Willard Straight Hall Membership Fee* of \$5 a term is required, at the beginning of each term, of every student. Its payment entitles the student to share in the common privileges afforded by the operation of Willard Straight Hall, subject to regulations approved by the Board of Managers of the Hall.

A *Physical Recreation Fee* of \$4 is required at the beginning of each term of every undergraduate. This entitles the student to the use of the University playing fields and athletic facilities.

A *Graduation Fee* is required, at least ten days before the degree is to be conferred, of every candidate for a degree. For a first or baccalaureate degree the fee is \$10; for an advanced degree it is \$20, plus a \$12.50 thesis fee if the degree is Doctor of Philosophy. The fee will be returned if the degree is not conferred.

*Automobile Registration and Parking.* See Automobile Regulations, page 20.

#### LABORATORY

**FEES** In courses of study that require work in laboratory, shop, or drafting room, or field work, a fee is charged to cover the cost of material, etc., used by the student. In some cases the amount of the fee depends upon the character of the work, and in other cases the fee is a fixed charge, as follows:

Every student registered in the *College of Engineering* is required to pay a laboratory fee, at the following term rates: Freshmen in Civil Engineering and all students in Mechanical Engineering and Electrical Engineering, \$12.50; students in the last three years of the course in Chemical Engineering, \$12.50; Sophomores, Juniors, and Seniors in Civil Engineering, \$4. Students not registered in the College of Engineering but taking work in the shops are required to pay a laboratory fee at the rate of \$3.50 a record hour. (A student who has taken, while in a non-engineering college of the University, part of the work required for an engineering degree is required, before receiving the technical degree, to pay to the Treasurer such amount as would have been due if he had taken all such work while registered in the College of Engineering.)

Every student registered in the *College of Architecture* is required to pay, at the beginning of each term, a laboratory fee of \$10. Students not registered in the College of Architecture are required to pay \$1 a credit hour each term, with a maximum fee in any case of \$10 a term.

#### DEPOSITS

In some courses, particularly in Chemical Engineering and the Chemistry courses of the College of Arts and Sciences, the student is required to make in advance at the Treasurer's office a deposit of money to cover the cost of material to be used and supplies to be consumed by him in the course of the term. Accounts are kept and charges are entered against the deposit. At the end of the term any balance remaining of the deposit is returned to the student. Every student registered in General Chemistry is required to deposit \$11 at the beginning of each term. A fee is also charged against the Chemistry deposit proportionate to the number of hours spent in the laboratory work. The advanced student of Chemistry should be prepared, if he takes several courses of instruction at the same time, to deposit as much as \$60 or \$70 for a single term.



*R.O.T.C. Uniform Deposit of \$20.* Every student enrolled for the Basic Course of instruction in Military Science and Tactics is required, immediately upon registration at the beginning of his Freshman year, to deposit \$20 at the Treasurer's office for the purchase of his military uniform. An immediate deposit is required because enrollment in the Department of Military Science and Tactics takes place at once. Most of the amount of the student's deposit is returned to him as earned uniform allowance upon his completion of the two-year Basic Course.

#### ADMINISTRATION

**FEES** An administration fee of \$5 is required to be paid at the beginning of each term by every student enrolled in the College of Agriculture, the College of Home Economics, the Veterinary College, or the Course in Hotel Administration.

An administration fee of \$12.50 is required to be paid at the beginning of each term by every student enrolled in the Graduate School.

#### PAYMENT OF

**CHARGES** The Treasurer does not issue term bills. The Registrar issues to every student at the beginning of every session a registration form consisting of a strip of perforated coupons. One pair of these coupons serves as bill and receipt for one term. The student enters on the bill, item by item, the amounts due for his tuition, other fees, and deposits. He enters also any laboratory fees according to the corresponding charges indicated on his departmental laboratory card or cards. When he pays his bill at the cashier's window in the Treasurer's office he presents the pair of coupons and the receipt is returned to him. That receipt will serve as his registration certificate and should be preserved with care. Since there are penalties incurred by tardy payments of fees (see below), it is important that all charges be paid within the prescribed time.

#### CHECKS AND

**DRAFTS** The Treasurer of the University accepts checks in settlement of charges payable at his office, but a rule of the Board of Trustees forbids him to cash any credit instrument, even to the extent of accepting a check or draft in amount greater than the sum due and returning the excess in cash.

#### RULES OF

**PAYMENT** Tuition and other fees become due when the student registers. The University allows twenty days of grace after the last registration day of each term of the regular session, and five days of grace after the first registration day of the Winter Courses and the Summer Session. The last day of grace is generally printed on the registration coupon which the student is required to present at the Treasurer's office.

Failure to pay tuition, fees, or other indebtedness within the time prescribed causes the student to be dropped from the University automatically. In cases where his judgment of circumstances indicates, the Treasurer may grant an extension of time for the completion of payments. A fee of \$2 is charged for such an extension. A fee of \$5 is charged for reinstatement of a student who has been dropped for a default in payment. For reasons satisfactory to the Treasurer and the Registrar, the \$5 reinstatement fee may be waived in any individual case.

If a student withdraws from any of the colleges of the University at Ithaca the Treasurer may refund a part of the tuition fee or cancel a part of the obligation that the student has incurred for tuition, provided the reason for the withdrawal is satisfactory to the Treasurer and the Registrar. In any such case the amount that the student owes the University for tuition is computed in the following ways: For any of the Summer Session, 20 per cent of the term's tuition for each week or fraction of a week between the first day upon which the student receives instruction and the date of his certificate of withdrawal; for the regular terms of the University at Ithaca, 10 per cent of the term's tuition for each week or fraction of a week between the first day upon which the student

receives instruction and the date of his certificate of withdrawal as issued by his college. In the Medical College in New York City there is no provision for refunding or rebating the fees on account of a student's withdrawal.

Students registering at any time during the last ten weeks of either the first or the second term are required to pay tuition at the rate of 10 per cent of the regular tuition of the term for each week or fraction of a week between the day of registration and the last examination day of the term. Students registering at any time during the last five weeks in the Summer Session are required to pay tuition at the rate of 20 per cent of the term's tuition for each week or fraction of a week between the day of registration and the last examination day of the term.

Senior students in the State College of Agriculture or the State College of Home Economics (except the Course in Hotel Administration) who wish to take courses of instruction in any of the endowed colleges, in excess of the number of free hours allowed them by the rules of the State college and in excess of the number of hours required for graduation, may be allowed to do so upon payment for the additional hours of instruction at the rate of tuition in the college in which the instruction is to be given.

The amount, time, and manner of payment of any tuition or other fee may be changed by the Board of Trustees and such a change may take effect at any time without previous notice.

## GRADUATE STUDENTS

Students of the Graduate School are required to register both in the Office of the Graduate School and in the Office of the Registrar of the University, and on the regular registration days of each term unless special permission for later registration has been granted by the Dean.

Except as otherwise provided, graduate students each term pay tuition of \$100, an administration fee of \$12.50, an infirmary fee of \$10, and a Willard Straight Hall fee of \$5.

Graduate students who attend classes in the Summer Session must register both in the Graduate School and in the Summer Session. Tuition in the Summer Session is \$60, for a term of six weeks. The combined infirmary fee and Willard Straight Hall fee for this period is \$6.

Upon registering for the first time, graduate students pay a matriculation fee of \$10, and an examination fee of \$1, in addition to other fees that are due.

## LIVING COSTS

### FOR MEN

College expenses vary greatly with the individual student's standard of living, and estimates intended to inform one person may misguide another. The average student's allowance for the necessary costs of the freshman year, over and above tuition, should be at least \$435 for each term: that is, \$870 if the student is in residence two terms and \$1305 if he is in residence three terms. This estimate is based on an allotment of \$300 for room and board during a term of 16 weeks; \$75 for fees and supplies; \$35 for laundry; and \$30 for miscellaneous personal expenses. The Counselor of Students for men will send anyone who asks for it a classified statement of costs, high and low as well as average, in the form of a printed folder entitled *A Student's Budget of Expenses*. This folder contains information and advice intended to help in making out a monthly budget of the student's expenses throughout the freshman year.

The University's residential halls for men are occupied during the present year (1943-44) by Army and Navy men assigned to Cornell under contract with the services. The greater number of Cornell students, even in normal times, live in private lodging houses near the campus. These offer furnished single rooms, with heat and light, at prices ranging roughly from \$3.50 to \$7 a week. The University publishes a list of lodging houses that have been inspected and have been found satisfactory with regard to construction, sanitary arrangements, and fire escapes. New students are urged, if they

have not already engaged rooms, to come to Ithaca for that purpose a few days before the beginning of registration.

The following table is intended to give prospective students an idea of the range in certain basic expenses that must be anticipated *each term*, outside of obligations to the University in the form of tuition and fees, and outside of incidentals like clothing and travel. The estimates are made on a basis of a single term of sixteen weeks.

	<i>High</i>	<i>Average</i>	<i>Low</i>
Board.....	\$176	\$144	\$112
Room.....	120	80	54
Laundry.....	55	25	15
Books, instruments, stationery.....	50	35	20

In planning for a full year of three terms under the accelerated program, the student should multiply the figures given above by three.

#### LIVING COSTS

**FOR WOMEN** The University provides furnished rooms and board for women students in six large residential halls—Sage College, Prudence Risley Hall, and four units of the Balch Halls—and their accommodations are supplemented by those of several adjacent cottages. In any of these halls the charge for board, laundry, and rent of a furnished room, with heat and light, is \$275 a term. Prospective students are urged to make early arrangements for their accommodations by applying to the Manager of Residential Halls. Rooms are assigned to entrants in order of application.

A young woman's allowance for the necessary expenses of the Freshman year (September to June), over and above the amount of the tuition fee and the residential charge, ought to be at least \$150 to cover the cost of fees (including laboratory fees and deposits), books, instruments, stationery, and other supplies.

No woman student may live or board outside the University's halls or cottages except with the approval of the Counselor of Students for women, and then only in a house which she has approved. The Counselor will send to anyone who asks for it a printed circular about costs of living for women at Cornell.

# Means of Financial Aid

## AID FOR NEW

**STUDENTS** Cornell University's provision of financial help for new students is limited to certain scholarships which are awarded on the basis of competition and are restricted to students entering the Freshman class. They consist of 23 University Undergraduate Scholarships, 150 State Cornell Scholarships, for residents of New York State, 34 or more John McMullen Regional and Industrial Scholarships in the College of Engineering, nine first-year scholarships in the College of Architecture, and a few others most of which are restricted to residents of certain localities. All are listed and the conditions of their award are defined below. Except for them the University makes no provision for excusing a student from the payment of any of the tuition or other fees regularly charged in the college or school that he is enrolled in.

## UNDERGRADUATE

**SCHOLARSHIPS** Twenty-three scholarships are awarded annually to members of entering classes on the basis of competitive examination. The first five awarded are the George W. Lefevre Scholarships, which have an annual value of \$400 each for every year the holder remains a student in good standing in the University; the other eighteen are the University Undergraduate Scholarships, which have an annual value of \$200 each for two years. Candidates for these scholarships who apply for admission either in June or October, 1944, are required to take the following tests to be given in April, 1944 by the College Entrance Examination Board: the Scholastic Aptitude Test, the Achievement Test in English Composition, and any two other Achievement Tests.

Scholarship candidates who submit College Entrance Board Examinations to satisfy entrance requirements for June or October admission will take the examinations once only, in April, 1944, and in the same manner as specified above. (These scholarships are not open to students entering in March.)

All applicants for admission who wish to compete for these scholarships must before March 8, 1944, notify the Director of Admissions, in writing, of their intention to compete, and arrange with the College Entrance Examination Board for the Tests above specified. (See page 16 for the 1944 schedule of the Board's Tests.)

The award of these scholarships is subject to the following rules:

All persons shall be debarred from the competition who have taken part in any previous competition for these scholarships or have been previously registered in this University (including the Summer Session) or in any other university or college.

Before scholarships are awarded every candidate must indicate the college and, if several courses of study with diverse entrance requirements are given in that college, then also the course in which he intends to register. In order to hold a scholarship, if it be awarded to him, he must register in that college or course, and he will forfeit the right to the scholarship if he transfers to any other college or course unless he can show by the University's records that when he was admitted to the University he had satisfied all the entrance requirements for the college or course to which he transfers.



No scholarship will be awarded to any candidate who is reported markedly deficient in any subject in which he is examined, and the right is reserved to award fewer than eighteen University Undergraduate Scholarships in the absence of a sufficient number of duly qualified candidates.

The University Faculty's committee on scholarships may, after an opportunity has been given the student to explain his unsatisfactory record, vacate any scholarship for negligence, for failure to maintain a high standard of scholarship, or for conduct of any kind that is unbecoming in a student holding such a scholarship.

Whenever any of these scholarships shall for any reason become vacant the vacancy shall be filled as the Faculty shall determine.

The moneys due on the Lefevre Scholarships, the Kenney Scholarships, and the University Undergraduate Scholarships are paid at the Treasurer's office in equal installments in the early part of each term, but no scholar is entitled to receive his payment until the Scholarship Committee has examined and approved his record for the preceding term and until the Chairman of the Scholarship Committee has certified that the record is satisfactory.

Possession of a New York State scholarship does not impair the holder's eligibility to any of these scholarships.

The award of the Lefevre Scholarships is governed by a clause of the donor's will which limits eligibility to those students of Cornell University "who shall be in their first year's attendance in the Freshman class in the said University and shall be regularly enrolled as such students therein at the beginning of any college year and who shall be in financial need and shall satisfy said University that their parents cannot contribute the amount required to meet the necessary University charges and necessary living expenses at said University."

#### THE FEDERATION

**SCHOLARSHIPS** The Federation of Cornell Women's Clubs receives applications for the following scholarships through their scholarship chairman, Mrs. R. C. Osborn, 303 N. Aurora Street, Ithaca, N. Y.:

Two scholarships of \$400, or four of \$200 each, for women matriculating in or registered in any college of the University. Awarded on the basis of ability and academic standing, character, physical and mental health, and financial need. Granted for one year only, but recipients may reapply.

The Mabel Esty Rose Scholarship of \$400 a year. Awarded for one year only, with preference to juniors and seniors of direct New England descent, on the basis of character, scholarship, and need.

The Ida H. Hyde Scholarship of \$100 for a senior woman majoring in science, with the intention of continuing in the scientific field. Preference given to women who have been largely self-supporting.

#### STATE CORNELL

**SCHOLARSHIPS** Under Section 1037 of the New York State Education Law of 1910, as amended in 1932, the Commissioner of Education awards annually, after a competitive examination, to pupils of the common schools and academies of the State, a number of scholarships in Cornell University equal to the number of assembly districts in the State, at present 150. Each scholarship entitles the holder to a reduction in tuition of \$100 each term for eight terms, while receiving instruction in the prescribed subjects in any college of Cornell University.

The holder of one of these scholarships, in order to enjoy its benefits, must have satisfied the regular requirements for admission to one of the colleges of the University and must have registered as a student of that college before the close of the regular registration day for new students in the term next after the examination. After the holder is duly registered as a



student of the University, and not until then, he comes into possession of the scholarship. His tenure of it thereafter is subject to the provisions of Section 1037, to the Commissioner's regulations, and to the University's usual examinations and rules.

Any person wishing to compete for one of these scholarships should apply to the principal of his school, or if necessary to the State Commissioner of Education at Albany, for information about eligibility and the time and character of the competition.

A State tuition scholar in good standing may, after obtaining leave of absence from his college, obtain from the President of the University, upon written application to the Secretary of the University, leave to retain his scholarship during absence either for the purpose of earning funds with which to continue his studies or on account of illness. In such circumstances the President of the University may extend the period of the scholarship so as to afford the holder not more than six years from the commencement thereof for the completion of his course at the University. A scholar's absence from the University without leave, or tardiness in registering at the beginning of any term, is a delinquency that may involve the forfeiture of the scholarship. The Secretary of the University is required to inform the Commissioner of Education promptly of the vacancy of any scholarship, and the Commissioner has authority to fill a vacancy by appointing the person next on the list of candidates.

#### STATE UNIVERSITY SCHOLARSHIPS

Under Chapter 292 of the Laws of 1913, as amended by Chapter 502, Laws of 1920, and Chapter 130, Laws of 1924, the State of New York maintains scholarships five of which are awarded each county annually for each assembly district therein. Each of these scholarships entitles the holder to \$100 for each year in which he is in attendance upon an approved college in this State during a period of four years. These are called the State University Scholarships. At Cornell they are commonly known as the State cash scholarships, to distinguish them from the State tuition scholarships in this University. They are awarded by the State Commissioner of Education at Albany, to whom application should be made for any information about the conditions of award, or for any information about the rules of administration. The University has no part in administering these scholarships except to keep the Commissioner informed of the attendance or absence of those scholars who are enrolled here. If a State University Scholar is absent from the University either with or without leave the Secretary of the University is required to inform the Commissioner of the absence promptly and only the Commissioner has authority to confirm a leave of absence with respect to the tenure of the scholarship.

#### DEPARTMENTAL

AND REGIONAL Other scholarships to which new students are eligible, but which are generally limited to those entering specified departments of the University or are restricted by the wishes of their donors to residents of specified localities, are the following:

*In the College of Engineering.* (a) Thirty or more John McMullen Regional Scholarships are awarded annually to selected students entering the College of Engineering. Entering male students who have attended secondary schools outside the State of New York (or who are ineligible for the Cornell Tuition Scholarships awarded by the State of New York) are eligible to compete. These scholarships have variable stipends up to \$400 a year and may be held throughout an undergraduate course of study provided the recipient maintains a satisfactory academic record. Applicants are required to take the scholastic aptitude test of the College Entrance Examination Board. Inquiries should be addressed to the Committee on Scholarships, College of Engineering, not later than January so that formal application may be filed before March 1. (b) Four *John McMullen Industrial Scholarships* in Engineering are awarded each year to graduates of secondary schools who have spent some time in industry and have had apprentice training, preferably in a formal course given by an industrial concern. Candidates must be sponsored by responsible officers of the companies by which they have been employed. Each scholar-

ship has a value of \$400 a year, and may be held throughout an undergraduate course of study provided the recipient maintains a satisfactory academic record. Inquiries should be addressed to the Committee on Scholarships of the College of Engineering, preferably not later than February, so that formal applications may be filed with the College before April 1.

*In the College of Architecture* nine first-year tuition scholarships of \$200 each may be awarded, primarily on account of financial need, to students registered for their first year. The same college has three scholarships of \$300 each which may be awarded annually to graduates of four-year schools, with any baccalaureate degree, who are not eligible for admission to the Graduate School. These scholarships are applied to the payment of tuition, one-half of the annual stipend to the tuition of each term. Applications are received by the dean of the college.

*Eudorus C. Kenney Scholarships.* Under the will of Eudorus C. Kenney of the class of 1882 his residuary estate was left to Cornell University, the net income to be used for the establishment of scholarships. The amount of the foundation is about \$53,000. Two scholarships of the annual value of \$250 each are awarded each year for a period of four years to applicants entering the University who are *bona fide* residents of the town of Truxton, Cortland County, New York, and are recommended by a committee consisting of the principal of the Truxton Public School, the superintendent of schools for the district including Truxton, and the supervisor for the town of Truxton, the recommendation to be made and certified to the President of the University on or before September 15 of each year. The President awards the scholarships. In case of a vacancy in any scholarship the value of the scholarship may be awarded by the Faculty Committee on Scholarships in such manner as it may deem best.

*Albert C. Murphy Scholarship.* A scholarship of amount sufficient to defray the cost of tuition and living expenses at Cornell University is offered annually for competition and award to a young man coming from the City of East St. Louis, Illinois, and entering the Freshman class. It is continued year by year until graduation if the holder maintains a satisfactory standing and needs the financial aid. Candidates should apply to the Counselor for men for instruction before March 1 of the year in which they become ready for admission.

*Alexander and Mary E. Saunders Scholarship.* A four-year undergraduate scholarship in Cornell University awarded from time to time by the superintendent, principal, and teachers of the Yonkers High School, and paying the income of a fund of \$12,500.

*Sylvester Edick Shaw Scholarship.* The income of a fund of \$4,000 provides a scholarship for a student pursuing the course in Mechanical or Electrical Engineering, to be designated from time to time by the Cornell alumni resident in Niagara County or, in their default, by the principal of the Lockport High School.

*James H. Manning Scholarship.* The income of a fund of \$10,000 provides a scholarship in Cornell University for a student to be nominated once every four years, or more often if there is a vacancy, from the several high schools of Albany in rotation, and to be chosen by a committee consisting of the president of the board of education, the superintendent of schools, and the principal of the school from which the selection is made.

*Alexis Cruttenden Medical Scholarship.* The income of a fund of \$5,000, awarded annually by the Faculty's committee on Scholarships, preference being given, first to descendants of Alexis Henry Cruttenden, M.D., of Bath; second to graduates of Haverling High School of Bath who are residents of the town of Bath and propose to take up the study of medicine in Cornell University; third to graduates of that school who are residents of the town of Bath.

*Edwin G. Vail Fund.* A fund of \$10,000 of which the income is expended in the aid of needy students from Dutchess County who succeed in winning State scholarships in Cornell University. Administered by the Committee on Student Aid.

*Charles F. Smith Fund.* A fund of about \$5,300 of which the income is to be paid to a student or students from the town of Southold, Suffolk County, attending Cornell University. Administered by the Committee on Student Aid.

*Thomas Lee Bland Scholarships in Hotel Administration.* Income of a fund of \$10,000.

*Mary Isabella Sherman Fund.* A Fund of \$4,000 providing for two scholarships available to graduates of the Ithaca High School to be selected by the superintendent and the faculty of the school.

*D. A. R. Indian Scholarship.* Established in the College of Home Economics by the New York State Conference, Daughters of the American Revolution, for the benefit of New York Indian students. Applications must be filed at the office of the secretary of the college before March 1.

*Annie M. Hatch Indian Scholarship.* Supported by an endowment of \$10,000, the income to be used for the payment of term bills and other college expenses of some New York State Indian in attendance at Cornell University. Administered by the Committee on Student Aid.

*LaVerne Noyes Scholarships.* Cornell University receives a limited annual allowance from the trustees of the estate of LaVerne Noyes, late of Chicago, to be used for the payment of tuition for needy descendants of veterans of the World War of 1917-18, under certain conditions prescribed by the trustees. Application should be made to the Counselor for men.

#### GRADUATE

**STUDENTS** In the Graduate School there are eighteen scholarships of the annual value of \$200 each and twenty-five fellowships of an annual value of from \$400 to \$1,000 each. Some of the fellows and graduate scholars are exempt from the tuition fee. There are also tuition scholarships and special fellowships. For information the *Announcement of the Graduate School* should be consulted.

Scholarships in the Law School and in the Medical College are described in their respective Announcements.

#### STUDENT

**LOANS** Most of the financial aid which the University is able to give undergraduate students is in the form of loans from the income of endowments which a standing Committee on Student Aid administers for the trustees. The benefits of these loan funds are reserved for students who have been in residence and in good standing at Cornell University for at least a year and preference is given to applicants of high scholastic standing who are within a year or two of graduation.

The University has two general funds which are used for loans to students. They are:

(1) The *F. W. Guiteau Student Loan Fund*, established by the will of Frederick William Guiteau and augmented by the will of his sister, Mrs. Nancy Guiteau Howe, both of Irvington-on-Hudson, the income of which is by the terms of the bequest available for loans to young men. Applications for loans from this fund are received by the Counselor for men.

(2) The *Women Students Loan Fund*, which is composed of a former general loan fund and an increment of \$7,000 given in 1913 by the late President Andrew D. White from funds which the late Trustee Andrew Carnegie had put at his disposal. It is supplemented by the *Hunter Loan Fund for Young Women*, a gift received by the will of the late Professor George W. Jones. The Counselor for women receives applications.

In considering an application the Committee on Student Aid takes account of the applicant's scholastic record, the extent of efforts to earn a part of what is needed, and the progress already made toward graduation. Loans are made primarily to assist students who would otherwise be unable to pay the tuition and other fees. No student should regard the loan fund as a normal or assured resource, and no student should enter upon a year at the University expecting to pay a part of the year's expenses with money yet to be borrowed. The use of the loan fund is a privilege reserved for the industrious student of proved worth and earning power whose means are so nearly exhausted and whose training is so nearly completed as to warrant going into debt in order to complete the training without delay. Money borrowed from any of the funds is to be repaid to the fund with interest at five per cent per annum.

There are other loan funds, some of which are administered in the offices of the several colleges and schools. They include the Theodore Gilbert Hubbard, the Ezra Pierce

Reynolds, the Grove Karl Gilbert, and the Julia and Mary Kirschner funds; the Women's Guild fund for helping needy students in case of illness; the Chemical Engineering, Robert Critchlow Dewar, Martin J. Insull, John N. Ostrom, Lillian S. Mennen, Herman Diederichs, and Wurts Memorial funds for students of Engineering; the American Agriculturist Foundation loan fund for students of Agriculture or Home Economics; the M. Z. Baird fund in the College of Architecture; the Max Schling and New York Florists Club funds for students of floriculture; the Cornell Alumnae fund; the Walter P. Cooke and Cornell Law Association funds in the Law School; the Graduate loan fund; and the Agricultural Students loan fund.

## GRANTS

**IN AID** On a limited scale financial aid is afforded students by means of gifts which, though often denominated scholarships, are more properly called grants because their primary purpose is the relief of pecuniary need. These grants are drawn from the income of special funds, the gifts of persons who in many instances have specified to whom in general their benefits are to apply. These funds are listed here, separately from the scholarships already described above, because they are not as a rule available for aid to new students. Many of them are restricted to the students of certain colleges, are administered in those colleges, and are described in the Announcements of the colleges. In other cases funds have been put at the disposal of the Committee on Student Aid or the Counselor for women.

The list includes the John Knickerbacker fund, which supports a limited number of bursaries for young men of the Senior class; the C. Howell North fund; the Laura Osborn Memorial; the Francis Leon Chrisman fund; the George E. Best fund; the Florence Dearstyne fund; the Albert and Olive Jonas fund; the Willard Straight Memorial and S. K. Alfred Sze funds given and used for the benefit of needy Chinese students; the Red Cross Student Relief fund; the Mary Richardson Anthony scholarship for a student from the town of Springport, Cayuga County; the Edward Chandler Delano scholarship for students from Wayne County, and two funds administered by the Faculty's committee, namely, the two Dr. Louis Alexander Dreyfus scholarships, limited to members of the Junior and Senior classes from Richmond County, N. Y., or Sandusky County, Ohio, and the Dwight Memorial scholarship, limited to students from the town of Dryden or from Tompkins County.

In the College of Arts and Sciences are three George C. Boldt scholarships for young men of the Senior class, the Chester Buchanan Memorial scholarship for a young man of the Senior class whose major study is Geology, and the Cornelia L. Hall scholarship for a student from Tioga, Tompkins, or Chemung County.

The College of Engineering has four Redmond Stephen Colnon scholarships, three Otto M. Eidlitz scholarships, one scholarship each from the Joseph N. Evans, Carl Richard Gilbert, Frank William Padgham, Judson N. Smith, William Delmore Thompson, John Leisenring Wentz, and Fred Lewis Wilson funds, a considerable number of \$200 John McMullen scholarships for members of the Senior or Junior class, and the William C. Seidell fund for the purchase of books for students.

The College of Agriculture awards annually ten Charles H. Roberts scholarships. It administers the Hervey S. Hall scholarship for a student from the town of Spencer, the county of Tioga, or the State of New York. It shares with the College of Home Economics the income of the Robert M. Adams 4-H Memorial fund.

The College of Home Economics awards scholarships from the income of the Carrie Gardner Bridgen, Grace Schermerhorn, Ruby Green Smith, and Martha Van Rensselaer—Home Bureau funds, and others supported by the Home Economics Club and the society of Omicron Nu. The department of Hotel Administration awards scholarships from the income of the Horwath & Horwath fund.

The director of the School of Education receives applications for the Edward A. Sheldon scholarship for a teacher or a young woman preparing to teach.



## PRIZES

Various cash prizes are open to competition by students every year. A new student can learn about such opportunities by consulting the Announcement of the college that he is attending and by obtaining a copy of a pamphlet entitled *Prize Competitions*, which the Secretary of the University publishes.

## SELF HELP

**WORK** A good many students at Cornell University find means of earning a part of their living expenses by working on or near the campus during the school year. A Freshman who is seeking employment to pay for a portion of his college expenses should realize that his studies should be his major occupation, requiring from 45 to 48 hours of his time every week. The physical capacity and energy of a student has a considerable bearing on the amount of part-time work which can be successfully handled.

New students looking for steady employment start with a disadvantage because old students have already obtained most of the jobs that provide means of earning room or board. Employers prefer to hire persons whom they know, and working students commonly make arrangements in the spring for employment during the next school year. A new student who must earn his room or board ought to arrive in Ithaca at least three or four days before his first registration, and should immediately consult the University Placement Service, Willard Straight Hall, where men can obtain help in finding work. Women students in need of employment should consult the Counselor of women.

The University Placement Service does not control the employment of students by the University or by anyone else. It serves as an exchange listing situations which have been reported to it and advising applicants of openings which may be available. It can not promise any student immediate or permanent employment. The Placement Service also endeavors to assist students in finding suitable summer employment through which they may gain vocational experience or accumulate funds for the ensuing school year.

## EMPLOYMENT UPON

**GRADUATION** The University Placement Service operates throughout the year with its office in Willard Straight Hall. Besides handling part-time work for students while in the University, it has available vocational information for undergraduates who may wish this advice in connection with choosing their course of study or their life's work. It is prepared to assist members of the graduating class in locating suitable employment and to aid alumni who for any reason seek to obtain new positions.



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## CORNELL UNIVERSITY OFFICIAL PUBLICATION

This series of pamphlets is designed to give prospective students and other persons information about Cornell University. No charge is made for the pamphlet unless a price is indicated after its name in the list below. Requests for pamphlets should be addressed to the Secretary of the University at Ithaca. *Money orders should be made payable to CORNELL UNIVERSITY.*

The prospective student should have a copy of the

### *General Information Number*

and a copy of one or more of the following Announcements:

- Announcement of the Graduate School.*
- Announcement of the Medical College.*
- Announcement of the School of Nursing.*
- Announcement of the Law School.*
- Announcement of the College of Arts and Sciences.*
- Announcement of the College of Architecture.*
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